

# NON-SCIENTISTS

(Applies to T5, SES, SL)

---

## **DEFINITIONS:**

**Total Compensation (TC)** is the total of:

- Annual Rate of Pay
- Locality Pay
- Recruitment, Retention, Relocation
- Rank Awards (SES)
- Performance Awards (SES)
- Quality Step Increases (QSI)
- Cash Awards

**Non-Discretionary Pays:**

- Comparability Increases
- Within-Grade Increases

**Discretionary Pays:**

- Quality Step Increases (T5)
- Cash Awards (T5, SES, SL)
- Recruitment, Retention, Relocation (T5, SES, SL)
- Step Increases (Pay Adjustments) (SES)
- Pay Adjustments (SL)
- Rank Awards (SES)

<b>Action</b>	<b>Conditions</b>	<b>Approval</b>
<b>Initial Appointment</b> (Recruits – T5)	<ul style="list-style-type: none"> <li>• &lt; GS-14</li> </ul>	
<b>Conversions</b> <b>Promotions</b> (T5)	<ul style="list-style-type: none"> <li>• &lt; GS-14</li> <li>• Cumulative discretionary increases ≤ \$30,000 within last 52 weeks</li> </ul>	IC Director
<b>Initial Appointments</b> <b>Conversions</b> <b>Promotions</b> (T5)	<ul style="list-style-type: none"> <li>• ≥ GS-14</li> </ul>	Director, NIH
<b>Initial Appointments</b> <b>Transfers</b> <b>Reassignments</b> (SES, SL)		Secretary, DHHS
<b>Reassignments</b> <b>Extensions</b> (T5)	<ul style="list-style-type: none"> <li>• No change in TC</li> </ul>	IC Director
<b>Cumulative Discretionary</b> <b>Increases</b>	<ul style="list-style-type: none"> <li>• ≤ \$30,000 within the last 52 weeks</li> <li>• &lt; GS-14</li> </ul>	IC Director
<b>Cumulative Discretionary</b> <b>Increases</b>	<ul style="list-style-type: none"> <li>• &gt; \$30,000 within the last 52 weeks regardless of total compensation</li> </ul>	Director, NIH
<b>Renewal of Retention</b> <b>Allowance</b>	<ul style="list-style-type: none"> <li>• No change in % (rate)</li> </ul>	IC Director
<b>Cash Awards</b> (T5, SES, SL)	<ul style="list-style-type: none"> <li>• ≤ \$10,000</li> <li>• Cumulative discretionary increases ≤ \$30,000 in last 52 weeks</li> </ul>	IC Director
<b>QSI</b>		IC Director
<b>Step Increases (SES)</b> (processed as pay adjustments)		Director, NIH
<b>Pay Adjustment (SL)</b>		Director, NIH
<b>Comparability Increases</b> (SL)		Director, NIH

